

RECRUITMENT TIME TABLE

JOB #

C-10-07

JOB NAME:

Accounting Technician Payable

Source/Activity

Phone

Fax

Response

Target
Completion/ Date

Internal Email

4-25-07

Job Line

GPB Web Site

Close Date

Offer Request

Hire Date

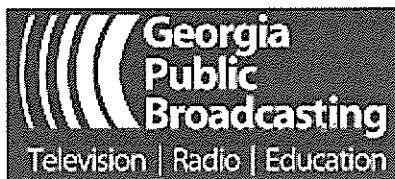
From: Veronica Pemberton-Daniels
To: All GPB
Date: 4/25/2007 11:10 AM
Subject: Job Announcement (INTERNAL)
Attachments: Accounting Tech Payable 2007 Internal.doc

Please distribute the attached job announcement to interested current full and part-time employees and current contract and vendor employees with Georgia Public Broadcasting.

The Closing Date for this position is May 1, 2007.

Thank You.

Veronica Pemberton Daniels
Georgia Public Broadcasting
Human Resources Specialist
Phone: 404-685-2663
Fax: 404-685-2403
Email: vdaniels@gpb.org
Website: www.gpb.org



Job Announcement

Accounting Technician (Payables) INTERNAL RECRUITMENT (ONLY)

*This position is open to all current full and part-time employees and current contract and vendor employees with Georgia Public Broadcasting.

Candidate Qualifications:

- Associate's degree in Accounting, Finance, or related field required.
- One year of clerical experience in accounting, payroll, or related field required.
- PeopleSoft experience on accounts payable module preferred.
- Experience with Word and Excel.

Job Responsibilities Include:

- Processes into the Accounting System source documents such as accounting reports, spreadsheets, purchase orders, use slips, receiving reports, contracts, invoices, recurring expenses and payments.
- Maintains accounting files.
- Audits and reviews various invoices, bills, travel reimbursement requests and other requests for payments for accuracy, completeness and proper coding.
- Works with Budget to clear expense/budget errors.
- Coordinates, schedules and processes check runs.

We Offer:

- Paid holidays, vacation and sick leave, retirement plans
- Pre-tax benefits for health, dental, visual, life and accidental insurance
- Health and child care spending accounts
- Disability insurance
- Opportunities for training and professional development

To Apply:

- Send Resume, letter of interest, and three work related references by May 1, 2007.

Salary Dependent Upon Experience.

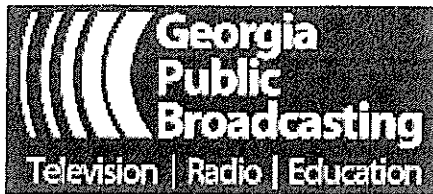
To Apply



Email Resume to jobs@gpb.org or Mail Resume to Human Resources Office,
260 14th Street, NW, Atlanta, Georgia 30318
Georgia Public Broadcasting is an Equal Opportunity Employer.

DATED POSTED: April 25, 2007

RECRUITMENT NUMBER: C-10-07



Job Announcement

Radio Production Coordinator Network Headquarters, Atlanta, Georgia

Candidate Qualifications:

- Three (3) years of experience with radio production and studio management.
- Bachelor's degree in communications, broadcasting, or related field.
- Excellent writing and research skills.
- Knowledge of basic radio traffic operations.
- Experience with digital audio editing.
- Experience with digital radio automation systems.
- Must be able to work without direct supervision and be able to adapt to a collaborative work style when required to work as a team member on projects.
- Knowledge of public radio programming and production styles.

Job Responsibilities Include:

- Reports to Operations Manager and serves as backup.
- Prepares network and local station logs, including addition of promos, copy and other required information.
- Assist with ENCO automation programming.
- Co-ordinates and engineers remote ISDN interviews.
- Operates studio production equipment.
- Downloads and tags network promos from Content Depot.
- Assists News staff with audio production.
- Acts as an on-air board operator on an as-needed basis.
- On-call some weekends and overnights to deal with problems that may arise.

We Offer:

- Paid holidays, vacation and sick leave, retirement plans
- Pre-tax benefits for health, dental, visual, life and accidental insurance
- Health and child care spending accounts and disability insurance
- Opportunities for training and professional development

DEADLINE:

Submit application materials by: June 15, 2007.

Salary Commensurate With Experience.

To Apply:

Email Resume, Letter of Interest, and Three Work References to jobs@gpb.org or Mail Resume Package to
GPB, Human Resources Office, 260 14th Street, NW, Atlanta, Georgia 30318

Georgia Public Broadcasting is an Equal Opportunity Employer.

DATED POSTED: May 25, 2007

RECRUITMENT NUMBER: C-12-07

RECRUITMENT TIME TABLE

JOB #

C-12-07

JOB NAME:

Radio Production Coordinator

Source/Activity

Phone

Fax

Response

Target
Completion/ Date

Internal Email

5-25-07

Job Line

GPB Web Site

5-25-07

CPB

5-30-07

PBS Connect

5-30-07

Current Magazine

5-31-07

Augusta Focus

Close Date June 15, 2007

Offer Request

Hire Date

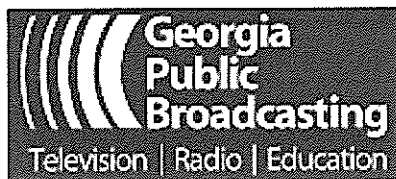
From: Veronica Pemberton-Daniels
To: All GPB
Date: 5/25/2007 9:06 AM
Subject: Job Announcement
Attachments: Radio Production Coordinator (Atlanta) 2007.doc

Please distribute the attached job announcement to interested employees and applicants.

The Closing Date is **June 15, 2007.**

Thank You.

Veronica Pemberton Daniels
Georgia Public Broadcasting
Human Resources Specialist
Phone: 404-685-2663
Fax: 404-685-2403
Email: vdaniels@gpb.org
Website: www.gpb.org



Job Announcement

Radio Production Coordinator Network Headquarters, Atlanta, Georgia

Candidate Qualifications:

- Three (3) years of experience with radio production and studio management.
- Bachelor's degree in communications, broadcasting, or related field.
- Excellent writing and research skills.
- Knowledge of basic radio traffic operations.
- Experience with digital audio editing.
- Experience with digital radio automation systems.
- Must be able to work without direct supervision and be able to adapt to a collaborative work style when required to work as a team member on projects.
- Knowledge of public radio programming and production styles.

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- Prepares network and local station logs, including addition of promos, copy and other required information.
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- Co-ordinates and engineers remote ISDN interviews.
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- Assists News staff with audio production.
- Acts as an on-air board operator on an as-needed basis.
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We Offer:

- Paid holidays, vacation and sick leave, retirement plans
- Pre-tax benefits for health, dental, visual, life and accidental insurance
- Health and child care spending accounts and disability insurance
- Opportunities for training and professional development

DEADLINE:

Submit application materials by: June 15, 2007.

Salary Commensurate With Experience.

To Apply:

Email Resume, Letter of Interest, and Three Work References to jobs@gpb.org or Mail Resume Package to
GPB, Human Resources Office, 260 14th Street, NW, Atlanta, Georgia 30318
Georgia Public Broadcasting is an Equal Opportunity Employer.

DATED POSTED: May 25, 2007

RECRUITMENT NUMBER: C-12-07

Current Classified advertising reservation form

Reserve your space by fax. Send this sheet to 301-270-7241.

Or mail to Advertising, *Current*, 6930 Carroll Ave., Suite 350, Takoma Park, MD 20912

To: Advertising/Production Director, *Current* Newspaper

Please reserve space for a: ☐ boxed classified (\$62 per column inch). No. of col. in.: _____

☒ regular classified (\$1.10 per word). No. of words: _____

classified ad in the [date] June 11th issue of *Current*.

Date today: 5-31-07

My name: Nakiesha M. Payton

Title: HR Generalist

Phone no. 4046852634

Fax: 4046852403

E-mail: npayton@qpb.org

Purchase order no., if any: NA

If total is less than \$100, pre-payment by credit card or check is required. If pre-paying with credit card, enter credit card information below. If pre-paying by check (not recommended), *Current* must receive check on or before space reservation deadline (usually the Monday before each issue).

I understand that *Current* will bill me at the per-inch or per-word rate specified above.

☒ I will pay by credit card. Please charge \$_____ to the card

☒ Visa ☐ MasterCard ☐ American Express

Card no. 4715 2900 0338 4372 Expires 05/08

Card is in name of: Nakiesha M. Payton

Billing address for card: 2600 14th Street N.W.
Atlanta, GA 30318

☒ Please send receipt ☐ by mail or ☒ by fax

☐ I am prepaying by check (see boxed note above).

☐ Please bill us. The total charge is \$100 or more. Send invoice to this person and address:

I agree to place the specified ad in issue of *Current* Newspaper on the date given. If the advertiser cancels the ad after deadline or fails to provide materials by deadline, I understand that I will be charged the full ad rate.

Signed

Nakiesha M. Payton
Nakiesha M. Payton

(MY NAME)

(SIGNATURE)

GPB has an immediate opening for a Radio Production Coordinator (3) yrs. Exp. with radio prod. & studio management. BA degree in comm., broadcasting, or related field. Exc. writing & research skills. Knowledge of basic radio traffic operations. Exp. with digital audio editing. Exc. Benefits. For full job detail visit www.gpb.org. Salary dep. upon exp. Send Resume, letter of interest and three work ref. Email to jobs@gpb.org or Mail to GPB HR Office, 260 14th Street, NW, Atl. GA 30318. EOE. Job #: C-12-2007 Deadline: May 12, 2007.

May 31 2007 9:18AM

Last Transaction

<u>Date</u>	<u>Time</u>	<u>Type</u>	<u>Identification</u>	<u>Duration</u>	<u>Pages</u>	<u>Result</u>
May 31	9:18AM	Fax Sent	83012707241	0:50	2	OK



Tree View

Topic



New Topic



Prev Topic

Author

Message

Nakiesha Payton

Subject: Radio Production Coordinator C-12-07

Total Messages 3

Radio Production Coordinator

Network Headquarters, Atlanta, Georgia

Candidate Qualifications:

- Three (3) years of experience with radio production and studio management.
- Bachelor's degree in communications, broadcasting, or related field.
- Excellent writing and research skills.
- Knowledge of basic radio traffic operations.
- Experience with digital audio editing.
- Experience with digital radio automation systems.
- Must be able to work without direct supervision and be able to adapt to a collaborative work style when required to work as a team member on projects.
- Knowledge of public radio programming and production styles.

Job Responsibilities Include:

- Reports to Operations Manager and serves as backup.
- Prepares network and local station logs, including addition of promos, copy and other required information.
- Assist with ENCO automation programming.
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- Operates studio production equipment.
- Downloads and tags network promos from Content Depot.
- Assists News staff with audio production.
- Acts as an on-air board operator on an as-needed basis.
- On-call some weekends and overnights to deal with problems that may arise.

We Offer:

- Paid holidays, vacation and sick leave, retirement plans
- Pre-tax benefits for health, dental, visual, life and accidental insurance
- Health and child care spending accounts and disability insurance
- Opportunities for training and professional development

DEADLINE:

Submit application materials by: June 15, 2007.

Salary Commensurate With Experience.**To Apply:**

Email Resume, Letter of Interest, and Three Work References to jobs@gpb.org or
Mail Resume Package to GPB, Human Resources Office, 260 14th Street, NW, Atlanta,
Georgia 30318

Georgia Public Broadcasting is an Equal Opportunity Employer.


DATED POSTED: May 25, 2007

RECRUITMENT NUMBER: C-12-07



Posted: 30 May 2007 10:12 AM

 email  profile

 delete  edit  quote  reply

 Watch this Topic

Mark this topic read

 New Topic  Prev Topic

Select a Conference within this Forum: Select Conference

 go

CPB JOBLINE

Review Job Listing

Please review your entry. CPB is not responsible for the accuracy of the information in the job announcements or for any aspect of the hiring process for non-CPB job announcements.

[Edit Job Listing](#)[Submit Job Listing](#)

If approved, your listing will be posted within 24 hours.

[Search results](#) | [Search again](#)

Radio Production Coordinator C-12-07

Georgia Public Broadcasting

Radio Production Coordinator

Network Headquarters, Atlanta, Georgia

Candidate Qualifications:

Three (3) years of experience with radio production and studio management.

Bachelor's degree in communications, broadcasting, or related field.

Excellent writing and research skills.

Knowledge of basic radio traffic operations.

Position Summary

Field

Radio

Job Category

Production/Programming

Job Status

Full time

Date Posted

May 30, 2007

Deadline

June 15, 2007

Location

Atlanta, Georgia

Web Site

<http://www.gpb.org>

Other Search Options

[New positions](#), posted within two weeks

[All positions](#), sorted by state

[Radio positions](#), sorted by state

[Television positions](#), sorted by state

[CPB positions](#)

Positions at [NPR](#), [PBS](#), [PRI](#), or [American Public Media](#)

Experience with digital audio editing.

Experience with digital radio automation systems.

Must be able to work without direct supervision and be able to adapt to a collaborative work style when required to work as a team member on projects.

Knowledge of public radio programming and production styles.

accuracy of the information in the job announcements or for any aspect of the hiring process for non-CPB job announcements in the Jobline.

Job Responsibilities Include:

Reports to Operations Manager and serves as backup.

Prepares network and local station logs, including addition of promos, copy and other required information.

Assist with ENCO automation programming.

Co-ordinates and engineers remote ISDN interviews.

Operates studio production equipment.

Downloads and tags network promos from Content Depot.

Assists News staff with audio production.

Acts as an on-air board operator on an as-needed basis.

On-call some weekends and overnights to

deal with problems that may arise.

We Offer:

Paid holidays, vacation and sick leave,
retirement plans

Pre-tax benefits for health, dental, visual, life
and accidental insurance

Health and child care spending accounts and
disability insurance

Opportunities for training and professional
development

DEADLINE:

Submit application materials by: June 15,
2007.

Salary Commensurate With Experience.

Send application materials to:

To Apply:

**Email Resume, Letter of Interest, and
Three Work References to jobs@gpb.org
or Mail Resume Package to GPB, Human
Resources Office, 260 14th Street, NW,
Atlanta, Georgia 30318**

**Georgia Public Broadcasting is an Equal
Opportunity Employer.**

DATED POSTED: May 25, 2007

RECRUITMENT NUMBER: C-12-07

Email

npayton@gpb.org

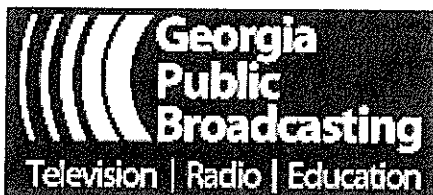
From: NaKiesha Payton
To: Barclay, Tom; Flynn, StJohn
Date: 5/31/2007 9:55 AM
Subject: Job Announcement C-12-07

The Radio Production Coordinator position has been posted in the following areas:

GPB Website
Corporation for Public Broadcasting (CPB) Website
PBS Connect
Current Magazine

Thanks, Nakiesha

Nakiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634
fax:404-685-2403



Job Announcement

Help Desk Specialist

Candidate Qualifications:

- Associate Degree or technical school training as a computer Specialist required.
- Two years of experience in computer systems and software, software training; or any equivalent combination of education, training, and experience.
- Strong experience with installation, usage and support of Windows 2000/XP, Office 2000/2003, E-mail, and Network troubleshooting.
- Ability to demonstrate follow through with problem resolution.
- Strong interpersonal, oral, and written communication skills with the ability to work in a team environment.
- Customer-service focused and motivated to learn new equipment and software.
- A+ certification and MCP are desirable.
- Proficiency in Word, Excel, Access, Powerpoint, Novell Groupwise, Windows 2000/XP.

Job Responsibilities Include:

- Answers and responds immediately to helpdesk inquiries.
- Uses helpdesk database to generate and track trouble tickets to resolution.
- Assesses common problems and suggests ways users can best employ the system for daily situations.
- Performs installations, minor repairs, and upgrades on computer systems.
- Assists with the setup of telecommuting hardware and software.
- Answers, evaluates, prioritizes and solves end users hardware, software and networking issues.
- Performs telephone system support/administration.

We Offer:

- Paid holidays, vacation and sick leave, retirement plans.
- Pre-tax benefits for health, dental, visual, life and accidental insurance.
- Health and child care spending accounts.
- Disability insurance.
- Opportunities for training and professional development.

To Apply:

Send Resume, letter of interest, and three work related references BY JULY 6, 2007.

Salary is negotiable based on qualifications and experience.

Email Resume to jobs@gpb.org or Mail Resume to Human Resources Office,
260 14th Street, NW, Atlanta, Georgia 30318
Georgia Public Broadcasting is an Equal Opportunity Employer.

DATED POSTED: June 22, 2007

RECRUITMENT NUMBER: C-14-07

RECRUITMENT TIME TABLE

JCE #

C-14-07

JOB NAME:

Help desk Specialist

Source/Activity

Phone

Fax

Response

Target
Completion/ Date

Internal Email

6/22/07

Job Line

6/22/07

GPB Web Site

6/22/07

Career builder

6/22/07

Close Date

7/6/07

Offer Request

Hire Date



Job Announcement

Help Desk Specialist

Candidate Qualifications:

- Associate Degree or technical school training as a computer Specialist required.
- Two years of experience in computer systems and software, software training; or any equivalent combination of education, training, and experience.
- Strong experience with installation, usage and support of Windows 2000/XP, Office 2000/2003, E-mail, and Network troubleshooting.
- Ability to demonstrate follow through with problem resolution.
- Strong interpersonal, oral, and written communication skills with the ability to work in a team environment.
- Customer-service focused and motivated to learn new equipment and software.
- A+ certification and MCP are desirable.
- Proficiency in Word, Excel, Access, Powerpoint, Novell Groupwise, Windows 2000/XP.

Job Responsibilities Include:

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- Uses helpdesk database to generate and track trouble tickets to resolution.
- Assesses common problems and suggests ways users can best employ the system for daily situations.
- Performs installations, minor repairs, and upgrades on computer systems.
- Assists with the setup of telecommuting hardware and software.
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- Performs telephone system support/administration.

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- Pre-tax benefits for health, dental, visual, life and accidental insurance.
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- Disability insurance.
- Opportunities for training and professional development.

To Apply:

Send Resume, letter of interest, and three work related references BY JULY 6, 2007.

Salary is negotiable based on qualifications and experience.

Email Resume to jobs@gpb.org or Mail Resume to Human Resources Office,
260 14th Street, NW, Atlanta, Georgia 30318
Georgia Public Broadcasting is an Equal Opportunity Employer.

DATED POSTED: June 22, 2007

RECRUITMENT NUMBER: C-14-07

From: Veronica Pemberton-Daniels
To: All GPB
Date: 6/22/2007 4:53 PM
Subject: Job Announcement CORRECTION
Attachments: Help Desk Specialist JD C-14-07.doc

Please distribute the attached job announcement to interested applicants and employees.

The Close is **July 6, 2007**.

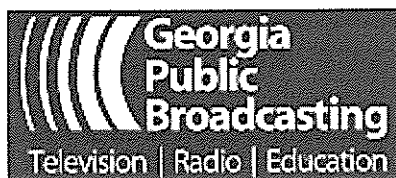
Veronica Pemberton Daniels
Georgia Public Broadcasting
Human Resources Specialist
Phone: 404-685-2663
Fax: 404-685-2403
Email: vdaniels@gpb.org
Website: www.gpb.org

From: Veronica Pemberton-Daniels
To: All GPB
Date: 6/22/2007 4:40 PM
Subject: Job Announcement
Attachments: Help Desk Specialist JD C-14-07.doc

Please distribute the attached job announcement to interested applicants and employees.

The Close is **July 15, 2007**.

Veronica Pemberton Daniels
Georgia Public Broadcasting
Human Resources Specialist
Phone: 404-685-2663
Fax: 404-685-2403
Email: vdaniels@gpb.org
Website: www.gpb.org



Job Announcement

Help Desk Specialist

Candidate Qualifications:

- Associate Degree or technical school training as a computer Specialist required.
- Two years of experience in computer systems and software, software training; or any equivalent combination of education, training, and experience.
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- Ability to demonstrate follow through with problem resolution.
- Strong interpersonal, oral, and written communication skills with the ability to work in a team environment.
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- A+ certification and MCP are desirable.
- Proficiency in Word, Excel, Access, Powerpoint, Novell Groupwise, Windows 2000/XP.

Job Responsibilities Include:

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- Pre-tax benefits for health, dental, visual, life and accidental insurance.
- Health and child care spending accounts.
- Disability insurance.
- Opportunities for training and professional development.

To Apply:

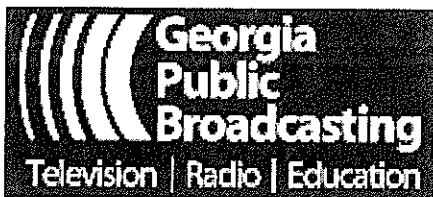
Send Resume, letter of interest, and three work related references BY JULY 6, 2007.

Salary is negotiable based on qualifications and experience.

Email Resume to jobs@gpb.org or Mail Resume to Human Resources Office,
260 14th Street, NW, Atlanta, Georgia 30318
Georgia Public Broadcasting is an Equal Opportunity Employer.

DATED POSTED: June 22, 2007

RECRUITMENT NUMBER: C-14-07



Job Announcement

Human Resources Manager

Candidate Qualifications:

- BA degree and five (5) years' as an HR Generalist, Specialist or Manager.
- SPHR or IPMA-CS certification preferred.
- PeopleSoft experience on human resources and payroll module required.
- Proficiency in Word, Power Point and Access. Working knowledge of Excel.
- Experience in human resources planning, development, and providing functional guidance for administrative support needs.
- Demonstrated ability at effectively handling multiple tasks and deliverables with organizational wide impact.

Job Responsibilities Include:

- Manages a variety of programs and activities such as Worker's Compensation, Work-Life Balance, Employee Recognition and employee events.
- Develops, administers and recommends various HR plans and procedures; participates in developing goals, objectives, and HR systems; writes and implements personnel policies and procedures; manages benefits administration; maintains affirmative action program; files EEO reports to the FCC.
- Manages and maintains the employee performance management program, analyzes compensation program; conducts annual salary surveys, and writes and revises job descriptions as necessary.
- Conducts new-employee orientations, completes and processes personnel records for new employees; sets up new employee files and conducts exit interviews.
- Monitors employee training and development, employee relations and outplacement counseling.
- Conducts recruitment efforts to include, writing and placing advertisements, screening and evaluating resumes, negotiating and extending employment offers, and securing temporary help for divisions.
- Establishes, maintains and evaluates department records and reports; audits reports to identify and correct discrepancies as needed.
- Coordinates incoming court orders, levies, income deduction orders to ensure timely implementation of required payroll deductions.

We Offer:

Paid holidays, vacation and sick leave, retirement plans, Pre-tax benefits for health, dental, visual, life and accidental insurance, Health and child care spending accounts, Disability insurance and opportunities for training and professional development.

SALARY IS DEPENDENT UPON EXPERIENCE.

DEADLINE: July 18, 2007.

TO APPLY: Only resumes that are sent electronically will be accepted.

Send or Email Resume, Letter of Interest, and Three Work Related References to jobs@gpb.org
or Ga. Public Broadcasting, ATTN: HR Office, 260 14th Street, NW, Atlanta, Ga. 30318.

GPB is an Equal Opportunity Employer.

DATED POSTED: July 2, 2007

RECRUITMENT NUMBER: C-15-07

RECRUITMENT TIME TABLE

JOB #

C-15-07

JOB NAME:

HR Manager

Source/Activity

Phone

Fax

Response

Target
Completion/ Date

Internal Email

7/2/07

Job Line

GPB Web Site

7/2/07

Council for State Personnel

7/5/07

SHRM Atlanta

7/5/07

Recruitment Advisory Council

7/5/07

Close Date

7/18/07

Offer Request

Hire Date

NaKiesha Payton - RE: Job Announcement C-15-07 & C-16-07

From: "Casteel, Walt" <wcasteel@gms.state.ga.us>
To: "'NaKiesha Payton'" <npayton@gpb.org>
Date: 7/5/2007 11:43 AM
Subject: RE: Job Announcement C-15-07 & C-16-07

I'm sending it to RAC membership and The Council of State Personnel Administration for you.

Hope to see you soon!

Walt Casteel
Section Manager
Recruitment and Applicant Services
State Personnel Administration
(Formerly Georgia Merit System)
2 Martin Luther King Jr. Drive
418 West Tower
Atlanta, Georgia 30334
404-657-2371 (O)
wcasteel@gms.state.ga.us

Electronic Privacy Notice. This e-mail, and any attachments, contains information that is, or may be, covered by the electronic communications privacy laws, and is also confidential and proprietary in nature. If you are not the intended recipient, please be advised that you are legally prohibited from retaining, using, copying, distributing, or otherwise disclosing this information in any manner. Instead, please reply to the sender that you have received this communication in error, and then immediately delete it. Thank you in advance for your timely cooperation.

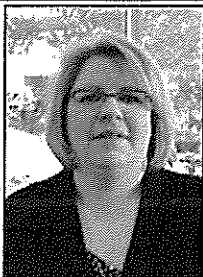
-----Original Message-----

From: NaKiesha Payton [mailto:npayton@gpb.org]
Sent: Thursday, July 05, 2007 11:37 AM
To: Walt Casteel
Subject: RE: Job Announcement C-15-07 & C-16-07

Thanks :)

Nakiesha

Nakiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634

[Home](#) | [Join SHRM-Atlanta](#) | [Contact Us](#) | [Search](#)[Log In](#)[About Us](#)[Membership](#)[Events](#)[Career Center](#)[Sponsorship](#)

Your payment was successfully authorized!

Authorization Details**Transaction Number:** 164402726**Authorization Number:** 2007070516182402556**Description:** JOBBANK-LITE**Amount:** \$ 125.00

Please click the *Continue* button below to complete your transaction.

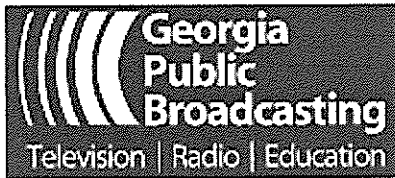
[Continue](#)[Home](#) | [Sitemap](#) | [Help](#) | [Contact Us](#)

From: Veronica Pemberton-Daniels
To: All GPB
Date: 7/2/2007 11:55 AM
Subject: Job Announcement
Attachments: Human Resources Manager July 07.doc

Please distribute the attached job announcement to interested applicants and employees.

The Closing Date is July 11, 2007.

Veronica Pemberton Daniels
Georgia Public Broadcasting
Human Resources Specialist
Phone: 404-685-2663
Fax: 404-685-2403
Email: vdaniels@gpb.org
Website: www.gpb.org



Job Announcement

Human Resources Manager

Candidate Qualifications:

- BA degree and five (5) years' as an HR Generalist, Specialist or Manager.
- SPHR or IPMA-CS certification preferred.
- PeopleSoft experience on human resources and payroll module required.
- Proficiency in Word, Power Point and Access. Working knowledge of Excel.
- Experience in human resources planning, development, and providing functional guidance for administrative support needs.
- Demonstrated ability at effectively handling multiple tasks and deliverables with organizational wide impact.

Job Responsibilities Include:

- Manages a variety of programs and activities such as Worker's Compensation, Work-Life Balance, Employee Recognition and employee events.
- Develops, administers and recommends various HR plans and procedures; participates in developing goals, objectives, and HR systems; writes and implements personnel policies and procedures; manages benefits administration; maintains affirmative action program; files EEO reports to the FCC.
- Manages and maintains the employee performance management program, analyzes compensation program; conducts annual salary surveys, and writes and revises job descriptions as necessary.
- Conducts new-employee orientations, completes and processes personnel records for new employees; sets up new employee files and conducts exit interviews.
- Monitors employee training and development, employee relations and outplacement counseling.
- Conducts recruitment efforts to include, writing and placing advertisements, screening and evaluating resumes, negotiating and extending employment offers, and securing temporary help for divisions.
- Establishes, maintains and evaluates department records and reports; audits reports to identify and correct discrepancies as needed.
- Coordinates incoming court orders, levies, income deduction orders to ensure timely implementation of required payroll deductions.

We Offer:

Paid holidays, vacation and sick leave, retirement plans, Pre-tax benefits for health, dental, visual, life and accidental insurance, Health and child care spending accounts, Disability insurance and opportunities for training and professional development.

SALARY IS DEPENDENT UPON EXPERIENCE.

DEADLINE: July 11, 2007.

TO APPLY:

Send or Email Resume, Letter of Interest, and Three Work Related References to jobs@gpb.org
or Ga. Public Broadcasting, ATTN: HR Office, 260 14th Street, NW, Atlanta, Ga. 30318.

GPB is an Equal Opportunity Employer.

DATED POSTED: July 2, 2007

RECRUITMENT NUMBER: C-15-07

From: NaKiesha Payton
To: Pemberton-Daniels, Veronica
CC: Payton, NaKiesha
Date: 7/3/2007 2:59 PM
Subject: Job Announcements
Attachments: Radio News Bureau Chief Augusta7-07.DOC; Human Resources Manager July 07.doc

Veronica,

Mr. Melvin Jones asked me to post the attached job announcements.

Thanks,

NaKiesha

NaKiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634
fax:404-685-2403

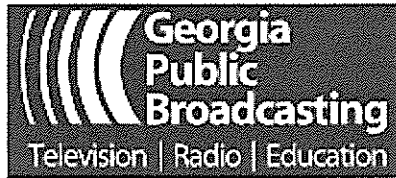
Veronica,

Mr. Melvin Jones asked me to post the attached job announcements.

Thanks,

Nakiesha

Nakiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634
fax:404-685-2403



Job Announcement

Human Resources Manager

Candidate Qualifications:

- BA degree and five (5) years' as an HR Generalist, Specialist or Manager.
- SPHR or IPMA-CS certification preferred.
- PeopleSoft experience on human resources and payroll module required.
- Proficiency in Word, Power Point and Access. Working knowledge of Excel.
- Experience in human resources planning, development, and providing functional guidance for administrative support needs.
- Demonstrated ability at effectively handling multiple tasks and deliverables with organizational wide impact.

Job Responsibilities Include:

- Manages a variety of programs and activities such as Worker's Compensation, Work-Life Balance, Employee Recognition and employee events.
- Develops, administers and recommends various HR plans and procedures; participates in developing goals, objectives, and HR systems; writes and implements personnel policies and procedures; manages benefits administration; maintains affirmative action program; files EEO reports to the FCC.
- Manages and maintains the employee performance management program, analyzes compensation program; conducts annual salary surveys, and writes and revises job descriptions as necessary.
- Conducts new-employee orientations, completes and processes personnel records for new employees; sets up new employee files and conducts exit interviews.
- Monitors employee training and development, employee relations and outplacement counseling.
- Conducts recruitment efforts to include, writing and placing advertisements, screening and evaluating resumes, negotiating and extending employment offers, and securing temporary help for divisions.
- Establishes, maintains and evaluates department records and reports; audits reports to identify and correct discrepancies as needed.
- Coordinates incoming court orders, levies, income deduction orders to ensure timely implementation of required payroll deductions.

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DATED POSTED: July 2, 2007

RECRUITMENT NUMBER: C-15-07



Job Announcement

Human Resources Manager

Candidate Qualifications:

- BA degree and five (5) years' as an HR Generalist, Specialist or Manager.
- SPHR or IPMA-CS certification preferred.
- PeopleSoft experience on human resources and payroll module required.
- Proficiency in Word, Power Point and Access. Working knowledge of Excel.
- Experience in human resources planning, development, and providing functional guidance for administrative support needs.
- Demonstrated ability at effectively handling multiple tasks and deliverables with organizational wide impact.

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SALARY IS DEPENDENT UPON EXPERIENCE.

DEADLINE: July 18, 2007.

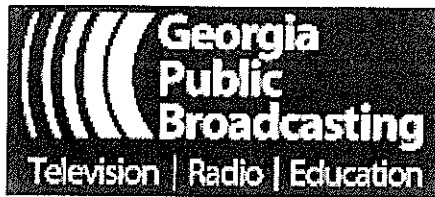
TO APPLY: Only resumes that are sent electronically will be accepted.

Send or Email Resume, Letter of Interest, and Three Work Related References to jobs@gpb.org
or Ga. Public Broadcasting, ATTN: HR Office, 260 14th Street, NW, Atlanta, Ga. 30318.

GPB is an Equal Opportunity Employer.

DATED POSTED: July 2, 2007

RECRUITMENT NUMBER: C-15-07



Job Announcement

Re-Advertisement Radio News Bureau Chief Augusta, Georgia

Please note: This is NOT an entry-level position.

Candidate Qualifications:

- At least five years of journalism experience in public radio and a minimum of a Bachelor's degree in mass communication, journalism, broadcasting, or a related field. Master's degree preferred.
- Self-starter able to work productively without direct supervision;
- Ability to form strong links with community decision makers;
- Excellent oral and written skills;
- Professional on-air delivery;
- Ability to operate within a fast-moving environment, which includes team members who are geographically separated from each other;
- Ability to maintain high journalistic standards under deadline pressure, including standards of balance and fairness;
- Ability to generate story ideas and develop story projects;
- Substantial experience preparing long-form feature reports;
- Excellent organizational skills and attention to detail;
- Digital audio production ability.

Job Responsibilities Include:

- Serves as the GPB representative to the communities within the assigned area;
- Cultivates and maintains contacts with community leaders and groups; arts and cultural organizations; the business community; local media;
- Coordinates all activities related to gathering and editing news within an assigned geographic area and filing news spots as needed to the main network newsroom in Atlanta;
- Participates in and monitors trends with community affairs and, in consultation with the network News Director, develops news product centered on community affairs and events within the community;
- Conducts research, writes and produces stories, and creates long-form, sound-rich features designed for insertion into network programming;
- Serves as the primary source of news vetting from the assigned area and coordinates with other news staff to aid in developing continuity in news reporting;
- Works with the general news staff and follows the lead of the News Director to merge related stories for pre-produced and original programming;
- Coordinates with the web development team to provide news content for the GPB web site;
- Is responsible for the editorial quality and integrity of locally produced news programming, ensuring the stories fall within the parameters of established editorial standards;
- Adheres to the highest journalistic ethics.

We Offer:

- Paid holidays, vacation and sick leave, retirement plans
- Pre-tax benefits for health, dental, visual, life and accidental insurance
- Health and child care spending accounts
- Disability insurance
- Opportunities for training and professional development

To Apply:

- Send Resume, letter of interest, three letters of reference including one from current or immediate past supervisor and two from current colleagues. Submit application materials by: **July 31, 2007.**

Salary Dependent Upon Experience

Email Resume to jobs@gpb.org or Mail Resume to Human Resources Office,
260 14th Street, NW, Atlanta, Georgia 30318
Georgia Public Broadcasting is an Equal Opportunity Employer.

DATED POSTED: July 5, 2007

RECRUITMENT NUMBER: C-16-07

RECRUITMENT TIME TABLE

JOB #

C-116-07

JOB NAME:

Radio News Bureau Chief Re adv.

Source/Activity

Phone

Fax

Response

Target
Completion/ Date

Internal Email

7/5/07

Job Line

CPB Web Site

7/5/07

✓ CPB

✓ NPR some 25 CPB

✓ Current +

✓ Metro Spirit

✓ Augusta Chronicle

AJC. Com

✓ GA DOL

GAB

✓ Atl Daily World

✓ Columbia County News Tribune

Close Date July 31, 2007

Offer Request

Hire Date

• Macon Telegraph

• Savannah Morn. News

✓ PRINDI

✓ TV Jobs.com

Re-Posted / Advertisement

CPB

NPR

✓ Current

Metro Spirit

✓ Augusta Chronicle

AJC. com

Georgia Dept. of Labor

GAB

Atlanta Daily World

Columbia County News-Times

Macon Telegraph

Savannah Morning News

✓ PRINDI

TV Jobs. Com

From: NaKiesha Payton
To: All GPB; Gibbs, Robin
CC: Payton, NaKiesha
Date: 7/5/2007 8:18 AM
Subject: Job Announcement C-16-07
Attachments: Radio News Bureau Chief Augusta7-07.DOC

Please distribute the attached job announcement to interested applicants and employees.

The Closing Date is July 31, 2007.

NaKiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634
fax:404-685-2403



Job Announcement

Re-Advertisement Radio News Bureau Chief Augusta, Georgia

Please note: This is NOT an entry-level position.

Candidate Qualifications:

- At least five years of journalism experience in public radio and a minimum of a Bachelor's degree in mass communication, journalism, broadcasting, or a related field. Master's degree preferred.
- Self-starter able to work productively without direct supervision;
- Ability to form strong links with community decision makers;
- Excellent oral and written skills;
- Professional on-air delivery;
- Ability to operate within a fast-moving environment, which includes team members who are geographically separated from each other;
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- Opportunities for training and professional development

To Apply:

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Salary Dependent Upon Experience

Email Resume to jobs@gpb.org or Mail Resume to Human Resources Office,
260 14th Street, NW, Atlanta, Georgia 30318
Georgia Public Broadcasting is an Equal Opportunity Employer.

DATED POSTED: May 15, 2007

RECRUITMENT NUMBER: C-16-07

Veronica,

Mr. Melvin Jones asked me to post the attached job announcements.

Thanks,

Nakiesha

Nakiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634
fax:404-685-2403

From: Nakiesha Payton
To: Pemberton-Daniels, Veronica
Date: 7/5/2007 1:02 PM
Subject: HR Job Announcement
Attachments: Human Resources Manager July 07.doc

Veronica, this is the job announcement that I left you a message about. I will also have it updated on the GPB website.

Thanks,

Nakiesha

Nakiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634
fax:404-685-2403

From: NaKiesha Payton
To: Pemberton-Daniels, Veronica
CC: Payton, NaKiesha
Date: 7/3/2007 2:59 PM
Subject: Job Announcements
Attachments: Radio News Bureau Chief Augusta7-07.DOC; Human Resources Manager July 07.doc
c

Veronica,

Mr. Melvin Jones asked me to post the attached job announcements.

Thanks,

Nakiesha

Nakiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634
fax:404-685-2403

NaKiesha Payton - RE: Job Announcement C-15-07 & C-16-07

From: "Casteel, Walt" <wcasteel@gms.state.ga.us>
To: "'NaKiesha Payton'" <npayton@gpb.org>
Date: 7/5/2007 11:43 AM
Subject: RE: Job Announcement C-15-07 & C-16-07

I'm sending it to RAC membership and The Council of State Personnel Administration for you.

Hope to see you soon!

Walt Casteel
Section Manager
Recruitment and Applicant Services
State Personnel Administration
(Formerly Georgia Merit System)
2 Martin Luther King Jr. Drive
418 West Tower
Atlanta, Georgia 30334
404-657-2371 (O)
wcasteel@gms.state.ga.us

Electronic Privacy Notice. This e-mail, and any attachments, contains information that is, or may be, covered by the electronic communications privacy laws, and is also confidential and proprietary in nature. If you are not the intended recipient, please be advised that you are legally prohibited from retaining, using, copying, distributing, or otherwise disclosing this information in any manner. Instead, please reply to the sender that you have received this communication in error, and then immediately delete it. Thank you in advance for your timely cooperation.

-----Original Message-----

From: NaKiesha Payton [mailto:npayton@gpb.org]
Sent: Thursday, July 05, 2007 11:37 AM
To: Walt Casteel
Subject: RE: Job Announcement C-15-07 & C-16-07

Thanks :)

Nakiesha

Nakiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634

**EMPLOYMENT
MEDICAL****EMPLOYMENT
MEDICAL****EMPLOYMENT****EMPLOYMENT****EMPLOYMENT****SURGERY CENTER OF
COLUMBIA COUNTY, LLC**

4300 University Parkway, Evans, Ga

Multi-specialty surgery center is in immediate need of a certified medical coder/biller. Knowledge of ICD-9/CPT-4 coding, insurance verification, billing/collection practices & pymt posting. Certified w/ min 2 yrs coding experience required.

PRN Surgical Circulating / Scrub Nurse, Registered Nurse Positions: experience required
ACLS/BCLS required, PALS preferred



Please fax resume to
Surgery Center of Columbia County
706-854-3189

**COME BE A PART OF THE IHS TEAM!**

We have a great opportunity for someone with Medical Billing/Coding Experience. IHS is a medical consulting and claims review company for third party administrators and re-insurers.

CLINICAL REPRICING SPECIALIST analyzes provider for repricing and reimbursement. Must be able to read interpret CPT codes, HCFA 1500's and UB 92's. Strong Experience Required. Must understand applying con-negotiation and R & C to reimbursement of claims.

Attractive compensation, benefits and regular hours. Fax resume/salary requirements to:

Director, 706-855-1107 or E-mail to bill.beauchamp@awac.md in equal opportunity employer.

STWOOD NURSING FACILITY

561 University Dr. • Evans GA

An Affiliate of University Health System

The Following Positions are now Available:

Supervisor - Full Time, M-F, 3-11 shift, experience required

LPN - Full Time, M-F, 3-11 shift

LPN - Weekend Opt - 7a-7p

CNA - Full Time, or Part time, All shifts available

Contact Tina Luke- Director of Nursing

Staff of quality caregivers! Excellent benefits. Apply in person- M-F, 10-4, fax resume to: 706-855-9580, or e-mail tinaluke@uh.org EOE

Professional Design Draftsman,
Local firm has a position available for a design draftsman. Candidate must have significant experience using AutoCAD 3D Inventor and computer skills. Background in structural, mechanical, and material handling design helpful. Ability to review and/or produce documents and drawings as directed. Salary commensurate with skills. Benefits and vacation package included. Send resumes to: M-12353235 c/o The Augusta Chronicle PO Box 1928, Augusta, GA 30903-1928

You can choose from a variety of five new enhanced wedding announcement packages. Stop by the Augusta Chronicle or call 706-828-3844 for details.

Professional GPB has an immediate opening for a **Radio News Bureau Chief in Augusta, GA.** Master's degree pref. At least five yrs. of journalism exp. in public radio and a min. of a BA degree in mass comm., journalism, broadcasting, or a related field. Exc. Benefits. For full job detail visit www.gpb.org. Salary dep. upon exp. E-mail resume to jobs@gpb.org or Mail to GPB HR Office, 260 14th Street, NW, Atlanta, GA 30318. EOE Job # C-16-2007. Deadline: July 31, 2007.

www.augustachronicle.com

Professional Leasing Consultant
Georgian Place Apts. is looking for an energetic, customer focused leasing consultant. Must have excellent written & verbal skills. Competitive salary, bonus and benefits. Apply in person 1700 Valley Park Ct.

**EMPLOYMENT
MEDICAL**

Professional Membership/Program Executive
Full-time, exempt position responsible for membership growth. Experience in community relations and child development desirable. Bachelor's degree preferred. Submit resume by July 16, 2007 to: "Director of Membership/Program Services" 1325 Greene Street, Augusta, GA 30901 EOE

www.augustachronicle.com

Professional Part-Time AOD Assessment Counselor
Requires min. B.A. in Human Services. Must be familiar with DSM IV & ASAM. CAC preferred. 20 Hours per week. Send resume to: Curtis Gary, Aiken Center 1105 Gregg Highway Aiken, SC 29801. EOE.

REAL ESTATE PHOTOGRAPHER
Fun and flexible up to \$45 per/hr. Contact www.circlepix.com/ops

You can choose from a variety of five new enhanced wedding announcement packages. Stop by the Augusta Chronicle or call 706-828-3844 for details.

Restaurant Assistant Managers
Local co. hiring for Exp. Managers, Asst. Mgrs and Crew One year previous exp. req'd. Call 706-449-1800

Restaurant
Now hiring in all positions in all locations. Experienced personnel only, preferably bilingual speaking personnel. E-mail talbert@talbert.com

North Augusta Neighbors is distributed to Augusta Chronicle families in North Augusta every Thursday.

**RESTAURANT
ZAXBY'S**

Zaxby's is now hiring hourly and salaried managers for the Augusta locations and the new location in Washington, GA. To apply, email or fax your resume to tlisowski@zaxbys.com or 706.433.0042.

**EMPLOYMENT
MEDICAL**

RETAIL RACK ROOM SHOES, or of the largest Name Brand Footwear Retailers in the Southeast is opening a new location in Aiken and has the following position available:
• Assistant Manager
• Manager Trainee
• FT/PT Sales and Cashier
Apply in person at the RACK ROOM SHOE located at Hitchcock Plaza 423 Fabian Dr., between the hours of 10 a.m. to 5 p.m. EOE M/F/D/V

You can choose from a variety of five new enhanced wedding announcement packages. Stop by the Augusta Chronicle or call 706-828-3844 for details.

Sales 44 LUMBER COMPANY
Contractor Sales Reps 44 Lumber has current opportunities available for our AUGUSTA store. We are seeking aggressive individuals to call & service professional builders, contractors, remodelers, to develop new accounts & service established accounts. This position is essential to our success! Candidates must have proven sales results, established contacts in the construction industry. We offer a competitive starting salary plus bonus or commission with excellent benefits.

Apply online at: <http://hostedjobs.openhire.com/postings/jobs> Job # 15807

COMPAN
Website at: www.ner.com
Company is opportunity of active action Drug Fr

Sales GENERAL MANAGER
Fastest growing pre-own automobile dealership in is seeking experienced store manager. Great opportunity! Fantastic location! If you're motivated & ready to make money apply in person to: Charles Solis at 2020 B Gordon Hwy 706-434-3560

**EMPLOYMENT
MEDICAL**

CPB JOBLINE

Review Job Listing

Please review your entry. CPB is not responsible for the accuracy of the information in the job announcements or for any aspect of the hiring process for non-CPB job announcements.

[Edit Job Listing](#)[Submit Job Listing](#)

If approved, your listing will be posted within 24 hours.

[Search results](#) | [Search again](#)

Radio News Bureau Chief Georgia Public Broadcasting

Job Announcement

Re-Advertisement

Radio News Bureau Chief

Augusta, Georgia

Please note: This is NOT an entry-level position.

Candidate Qualifications:

- At least five years of journalism experience in public radio and a minimum of a Bachelor's degree in mass communication,

Position Summary

Field

Radio

Job Category

Management

Job Status

Full time

Date Posted

July 5, 2007

Deadline

July 31, 2007

Location

Augusta, Georgia

Web Site

<http://www.gpb.org>

Other Search Options

[New positions](#), posted within two weeks

[All positions](#), sorted by state

[Radio positions](#), sorted by state

[Television positions](#), sorted by state

[CPB positions](#)

Positions at [NPR](#), [PBS](#), [PRI](#), or [American Public Media](#)

journalism, broadcasting, or a related field.

Master's degree preferred.

- Self-starter able to work productively without direct supervision;
- Ability to form strong links with community decision makers;
- Excellent oral and written skills;
- Professional on-air delivery;
- Ability to operate within a fast-moving environment, which includes team members who are geographically separated from each other;
- Ability to maintain high journalistic standards under deadline pressure, including standards of balance and fairness;
- Ability to generate story ideas and develop story projects;
- Substantial experience preparing long-form feature reports;
- Excellent organizational skills and attention to detail;
- Digital audio production ability.

accuracy of the information in the job announcements or for any aspect of the hiring process for non-CPB job announcements in the Jobline.

Job Responsibilities Include:

- Serves as the GPB representative to the communities within the assigned area;

- Cultivates and maintains contacts with community leaders and groups; arts and cultural organizations; the business community; local media;
- Coordinates all activities related to gathering and editing news within an assigned geographic area and filing news spots as needed to the main network newsroom in Atlanta;
- Participates in and monitors trends with community affairs and, in consultation with the network News Director, develops news product centered on community affairs and events within the community;
- Conducts research, writes and produces stories, and creates long-form, sound-rich features designed for insertion into network programming;
- Serves as the primary source of news vetting from the assigned area and coordinates with other news staff to aid in developing continuity in news reporting;
- Works with the general news staff and follows the lead of the News Director to merge related stories for pre-produced and original programming;
- Coordinates with the web development team to provide news content for the GPB web site;

- Is responsible for the editorial quality and & integrity of locally produced news programming, ensuring the stories fall within the parameters of established editorial standards;
- Adheres to the highest journalistic ethics.

We Offer:

- Paid holidays, vacation and sick leave, retirement plans
- Pre-tax benefits for health, dental, visual, life and accidental insurance
- Health and child care spending accounts
- Disability insurance
- Opportunities for training and professional development

To Apply:

- Send Resume, letter of interest, three letters of reference including one from current or immediate past supervisor and two from current colleagues. Submit application materials by: July 31, 2007.

Salary Dependent Upon Experience

Email Resume to jobs@gpb.org or Mail
Resume to Human Resources Office,

260 14th Street, NW, Atlanta, Georgia 30318

Georgia Public Broadcasting is an Equal Opportunity Employer.

DATED POSTED: July 5, 2007 RECRUITMENT
NUMBER: C-16-07

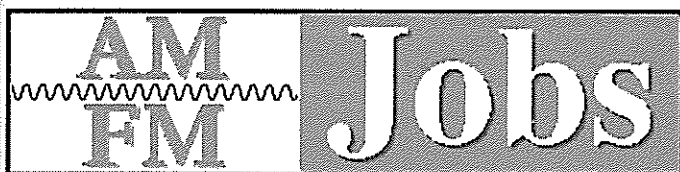
Send application materials to:

Email Resume to jobs@gpb.org

Email

jobs@gpb.org

Job Listing Preview



Georgia Public Broadcasting Atlanta, Georgia

Position Radio News Bureau Chief
Station Ownership State of Georgia
Reference # Will be assigned when submission is completed ...
Full / Part Full Time - Regular
Experience 5 Years
Posted 7/5/2007
Closes 7/31/2007
Time Left 26 Days
DMA #11
Found In Program Director



Radio News Bureau Chief

Job Announcement

Re-Advertisement

Radio News Bureau Chief
 Augusta, Georgia
 Please note: This is NOT an entry-level position.

Candidate Qualifications:

- At least five years of journalism experience in public radio and a minimum of a Bachelor's degree in mass communication, journalism, broadcasting, or a related field. Master's degree preferred.
- Self-starter able to work productively without direct supervision
- Ability to form strong links with community decision makers
- Excellent oral and written skills
- Professional on-air delivery
- Ability to operate within a fast-moving environment, which includes team members who



Supplemental Information

Salary Type
Salary Range
Starting Salary / Year
Starting Salary / Hour
Job Type Full Time - Regular
Hours
Workweek
Scheduled on Holidays
Start Date
Probation Period
Benefits
Benefit Premium
401K Plan
Vacation
Paid Sick Leave
Phone Calls
Agent Phone Calls
Résumé
Cover Letter
References
Salary History
Tape / Reel
Tape Format
Tape Return
Air Check

are geographically separated from each other

- Ability to maintain high journalistic standards under deadline pressure, including standards of balance and fairness
- Ability to generate story ideas and develop story projects
- Substantial experience preparing long-form feature reports
- Excellent organizational skills and attention to detail
- Digital audio production ability.

Job Responsibilities Include:

- Serves as the GPB representative to the communities within the assigned area
- Cultivates and maintains contacts with community leaders and groups arts and cultural organizations the business community local media
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- Works with the general news staff and follows the lead of the News Director to merge related stories for pre-produced and original programming
- Coordinates with the web development team to provide news content for the GPB web site
- Is responsible for the editorial quality and integrity of locally produced news programming, ensuring the stories fall within the parameters of established editorial standards
- Adheres to the highest journalistic ethics.

We Offer:

- Paid holidays, vacation and sick leave, retirement plans
- Pre-tax benefits for health, dental, visual, life and accidental insurance
- Health and child care spending accounts
- Disability insurance
- Opportunities for training and professional development

To Apply:

FAX Résumé No

**AMFMJobs.com
E-Résumé** No

Degree Required

Contract Required

Contract Length

Special Requirements

Driver's License

Insurance

Good Driving Record

Heavy Lifting

Previous Applicants

Local Apartment Rental

Moving Expenses

Union Position

Union Contract Expires

Confirmation Letter

Rejection Letter

Feedback

Drug Screen

**Proof of Eligibility to work
in U.S. Required**

**Equal Opportunity
Employment** Yes

EOE Data Form Yes

- Send Resume, letter of interest, three letters of reference including one from current or immediate past supervisor and two from current colleagues. Submit application materials by: July 31, 2007.

Salary Dependent Upon Experience

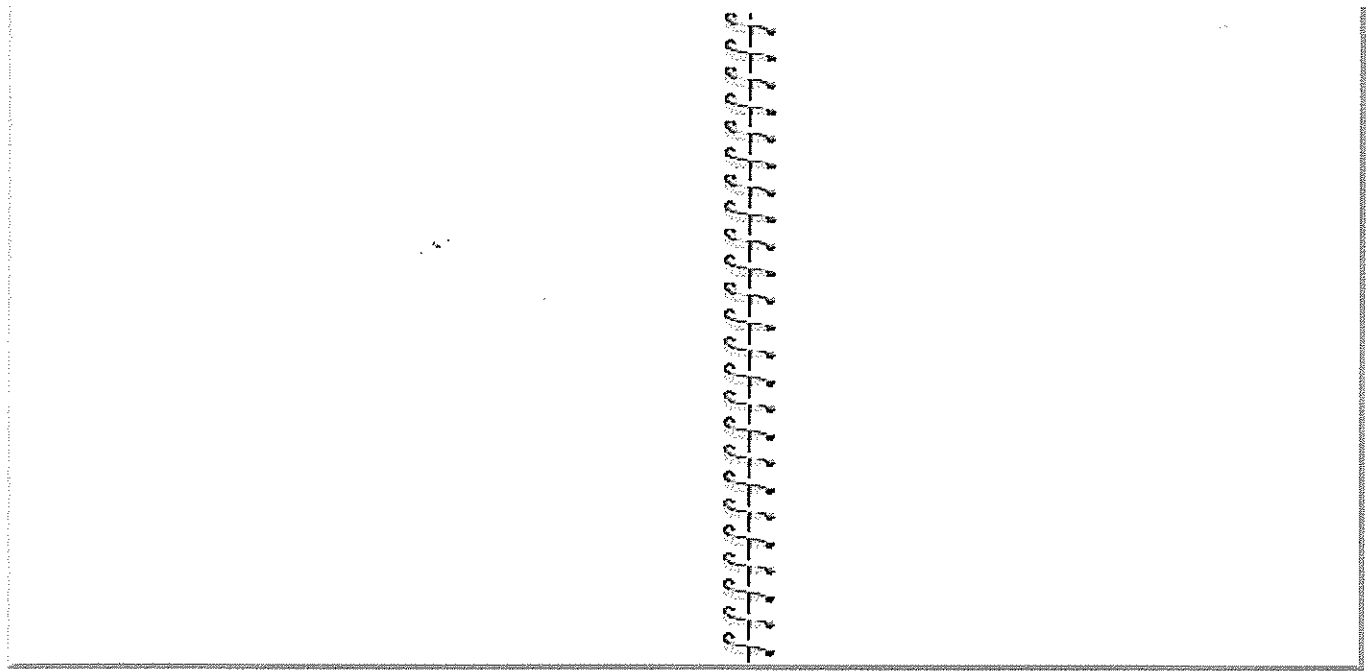
Email Resume to jobs@gpb.org or Mail Resume to Human Resources Office,
260 14th Street, NW, Atlanta, Georgia 30318
Georgia Public Broadcasting is an Equal Opportunity Employer.

DATED POSTED: July 5, 2007 RECRUITMENT
NUMBER: C-16-07

When responding to this job ad, please mention that you saw it listed at AMFMJobs.com

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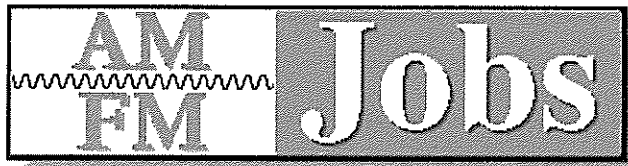


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"Radio News Bureau Chief"
position has been submitted to a temporary holding area.

Upon approval by an AMFMJobs.com Administrator, the job will be placed on-line, and you will receive notification via e-mail.

You can...

- Submit another [job](#) to the temporary holding area.
- Return to Main Page of AMFMJobs.com.

Note! If you do not have an account with AMFMJobs.com and wish to confirm your job is on-line, login as a "Guest" in the Job Center area and check the listings for

Radio News Bureau Chief AMFM#14002784.

Pay particular attention to the Control Number, as this number is unique to the job you posted. Please be patient ... this job will not be placed on-line automatically. It will be reviewed first by a AMFMJobs.com Administrator before being added to the database. Thank you!

Would you like to be able to submit jobs directly to the database? Are you a Station Manager, Human Resources Manager, News Director, Production Manager, Chief Engineer or the person tasked with posting jobs for your station?? Become a registered employer today, and post jobs 24 hours a day! It's free and easy!

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NaKiesha Payton - RE: FW: C-16-07

From: "Houston, Laura" <laura.houston@augustachronicle.com>
To: "NaKiesha Payton" <npayton@gpb.org>
Date: 7/5/2007 9:42 AM
Subject: RE: FW: C-16-07

Professional
GPB has an immediate
opening for a
**Radio News Bureau
Chief in Augusta, GA.**
Master's degree pref. At
least five yrs. of
journalism exp. in public
radio and a min. of a BA
degree in mass comm.,
journalism, broadcasting,
or a related field. Exc.
Benefits. For full job
detail visit www.gpb.org.
Salary dep. upon exp.
Email resume to
jobs@gpb.org or Mail to
GPB HR Office, 260 14th
Street, NW, Atl. GA 30318.
EOE. Job #: C-16-2007
Deadline: July 31, 2007.

Above is a proof with the revised ad copy. The cost to run Sunday, July 8th is \$518.57

Let me know if you need any changes.

Thank you!

Thank You for Choosing the Augusta Chronicle!

Laura Houston

Multi Media Recruitment Executive

The Augusta Chronicle

Direct Line-706-828-2924

Fax 706-828-4373

From: Nakiesha Payton [mailto:npayton@gpb.org]
Sent: Thursday, July 05, 2007 9:26 AM
To: Houston, Laura
Subject: Re: FW: C-16-07

Hi Laura,

I have cut the ad down considerably. Would you please give me a price quote for the ad attached.

Thanks,

Nakiesha

Nakiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634
fax:404-685-2403

>>> "Houston, Laura" <laura.houston@augustachronicle.com> 7/5/2007 9:17 AM >>>

Good morning!

I received the ad copy you sent over. With all the text you have the best size ad would be a quarter page (5x10.5) that cost would be \$1,825 for Sunday July 8th. Let me know if that will work and I will order the space and get you a proof.

Thank you!!

Thank You for Choosing the Augusta Chronicle!

Laura Houston

Multi Media Recruitment Executive

The Augusta Chronicle

Direct Line-706-828-2924

Fax 706-828-4373

From: NaKiesha Payton [mailto:npayton@gpb.org]
Sent: Tue 7/3/2007 2:51 PM
To: Mcghee, Mark
Cc: NaKiesha Payton
Subject: C-16-07

Hello, I would like to have a price quote for the ad attached, to run in your next edition's paper.

Thanks,

Nakiesha

Nakiesha M. Payton
Human Resources Generalist
Georgia Public Broadcasting
260 14th Street N.W.
Atlanta, GA 30318
phone:404-685-2634
fax:404-685-2403

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Ad Details

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RADIO NEWS BUREAU CHIEF Job Announcement Re-Advertisement
Radio News Bureau Chief Augusta, Georgia Please note: This is NOT an entry-level position. Candidate Qualifications: • At least five years of journalism experience in public radio and a minimum of a Bachelor's degree in mass communication, journalism, broadcasting, or a related field. Master's degree preferred. • Self-starter able to work productively without direct supervision; • Ability to form strong links with community decision makers; • Excellent oral and written skills; • Professional on-air delivery; • Ability to operate within a fast-moving environment, which includes team members who are geographically separated from each other; • Ability to maintain high journalistic standards under deadline pressure, including standards of balance and fairness; • Ability to generate story ideas and develop story projects; • Substantial experience preparing long-form feature reports; • Excellent organizational skills and attention to detail; • Digital audio production ability. Job Responsibilities Include: • Serves as the GPB representative to the communities within the assigned area; • Cultivates and maintains contacts with community leaders and groups; arts and cultural organizations; the business community; local media; • Coordinates all activities related to gathering and editing news within an assigned geographic area and filing news spots as needed to the main network newsroom in Atlanta; • Participates in and monitors trends with community affairs and, in consultation with the network News Director, develops news product centered on community affairs and events within the community; • Conducts research, writes and produces stories, and creates long-form, sound-rich features designed for insertion into network programming; • Serves as the primary source of news vetting from the assigned area and coordinates with other news staff to aid in developing continuity in news reporting; • Works with the general news staff and follows the lead of the News Director to merge related stories for pre-produced and original programming; • Coordinates with the web development team to provide news content for the GPB web site; • Is responsible for the editorial quality and integrity of locally produced news programming, ensuring the stories fall within the parameters of established editorial standards; • Adheres to the highest journalistic ethics. We Offer: • Paid holidays, vacation and sick leave, retirement plans • Pre-tax benefits for health, dental, vision, life and accidental insurance • Health and child care spending accounts • Disability insurance • Opportunities for training and professional development To Apply: • Send Resume, letter of interest, three letters of reference including one from current or immediate past supervisor and two from current colleagues. Submit application materials by: July 31, 2007. Salary Dependent Upon Experience Email Resume to jobs@gpb.org or Mail Resume to Human Resources Office, 260 14th Street, NW, Atlanta, Georgia 30318 Georgia Public Broadcasting is an Equal Opportunity Employer. DATED POSTED: July 5, 2007 RECRUITMENT NUMBER: C-16-07

report this ad | website.gpb.org | [email me](mailto:email.me) | [email a friend](mailto:email.a.friend)
Category: TV/Film/Video Posted: 07/05/2007

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Preferred Placements

1995 Dodge Viper RT10, Conv
\$12000, 1 owner
norris1960@msn.com
530-645-4675

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No Experience Necessary. Leads, benefits, training and no travel. Call 229-228-6936 EXT 165

New FSBO Program

I Will Get Your Buyer Financed!
24 Hour Approval – Settlement in 2 Weeks If you want to move your home fast, let m...

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RADIO NEWS BUREAU CHIEF Job Announcement Re-Advertismnt Radio News Bureau Chief Augusta, Georgia Please note: This is NOT an entry-level position. Ca... [more]
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Category: Business Opportunity Posted: 07/04/2007

FOR AS LITTLE AS \$1.00 Sell your products with photos on Manari Jabuel.
www.ManariJabuel.net
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Category: Business Opportunity Posted: 07/03/2007

BE YOUR OWN BOSS!! Want to work around your schedule. Start your own home-based business. Learn How. See website or call toll free message center and leave contact info 888-546-9445
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Category: Business Opportunity Posted: 07/02/2007

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Category: Business Opportunity Posted: 07/02/2007

HOME-BASED REPS NEEDED We are the largest discounted health benefits program of its type in the country - saving our members hundreds of millions of dollars in supplemental healthcare benefits since 1992 We are conducting interviews TODAY for people who wish to work from home. Free training. Health Benefits. 401K Requirements: Computer w/Internet access & phone helpful Must be self-motivated Must be comf... [more]
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RESIDUAL INCOME OPPORTUNITY Miss your kids? Working way too much for way too little? Potential to earn executive level pay from home. Learn more about it!
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Category: Business Opportunity Posted: 06/30/2007

1995 Dodge Viper RT10, Conv
\$12000, 1 owner
norris1960@msn.com
530-645-4675

Insurance Sales
No Experiance Necessary. Leads, benefits, training and no travel. Call 229-228-6936 EXT 165

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Submit your business listing for free to the MerchantCircle.com business directory.
http://www.tqlkg.com/image-185

Free OnlineBusiness Listing
Submit your business listing for free to the MerchantCircle.com business directory.
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Submit your business listing for free to the MerchantCircle.com business directory.
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RESIDUAL INCOME OPPORTUNITY Potential to make your annual income a monthly income. Home based, be your own boss, have time freedom. Visit my website for more information.

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SALE / EXPORT POSITION S FL Window & Door Comp 9549350231

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Category: Sales & Marketing Posted: 06/29/2007

BORED AT HOME? New Real Estate Concept Part-time or Full-time Let us show you how to make \$200/hour Visit our careers link at www.homesbyownerga.com

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Category: Part-time Posted: 06/26/2007

GET PAID TO TAKE SURVEYS \$3-\$80 Per Survey Taken!! No Investment required. Sign up today! It's free and get \$3 SIGNUP BONUS! ** SIGNUP TODAY ** <http://www.tkqlhce.com/click-1951542-10465626?sid=aug>

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PRODUCT TESTERS WANTED Become a product tester in your area . We provide the products, you give us your feedback, you keep the stuff!! Positions are limited. Sign up today.

<http://www.jdoqocy.com/click-1951542-10390978?sid=aug>
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Total Ads: 1, Total Cost: \$0.00

**Radio News
Bureau Chief**

Job Announcement
Re-Advertisement
Radio News Bureau
Chief Augusta,
Georgia Please
note: This is NOT
an entry-level
position. Candidate
Qualifications: • At
least five years of
...

No Image

Email Account
E-mail

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URL: http://gpb.org

[Delete Ad](#)**Background Color:** White**Preferred Placment:** No**Total:** \$0.00**Type:** Online Only (4 issues)**Category** Employment **Section** TV/Film/Video[Post Another Ad](#)[Finish](#)

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Thank you for your paid order and for using Universal Advertising! Your order is now complete and paid in full. The details of your order are shown here.

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ADVERTISER:

Georgia Public Broadcasting
Nakiesha Payton
260 14th Street NW
Atlanta, Georgia 30318

PAYMENT MADE TO:

Universal Advertising, Inc.
119 East Court Square
Suite 212
Decatur, GA 30030-2522
Phone: 404-786-5036
Fax: 404-370-0470

DO NOT call the number shown in this receipt to place an order. The direct phone number provided above is for technical issues or credit card processing problems ONLY.

Order No.

Receipt Date

51194

July 05, 2007

Media Detail

"Atlanta Daily World", Atlanta, GA

Classified Ad: GPB has an immediate opening for a Radio News Bureau Chief in Augusta, GA. Masters degree pref. At least five yrs. of journalism exp. in public radio and a min. of a BA degree in mass comm., journalism, broadcasting, or a related field. Exc. Benefits. For full job detail visit www.gpb.org. Salary dep. upon exp. Email resume to jobs@gpb.org or Mail to GPB HR Office, 260 14 th Street, NW, Atl. GA 30318. EOE. Job #: C-16-2007
Deadline: July 31, 2007.

Classification: Jobs

Price Based On: 20 line(s)

Issue	Status	Deadline	Publication	Line Price
Regular Issue	Delivery in Progress	07/11/07	07/12/07	\$220.00
Media Total: \$220.00				

Order Total: \$220.00

- Less Credit Card Payment of: \$220.00

Total Payments: \$220.00

Subtotal: \$0.00

- Credits Issued: \$0.00

+ Credits Used: \$0.00

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Balance: \$0.00

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Preview

Radio News Bureau Chief

GPB has an immediate opening for a Radio News Bureau Chief in Augusta, GA. Master's degree pref. At least five yrs. of journalism exp. in public radio and a min. of a BA degree in mass comm., journalism, broadcasting, or a related field. Exc. Benefits. For full job detail visit www.gpb.org. Salary dep. upon exp. Email resume to jobs@gpb.org or Mail to GPB HR Office, 260 14th Street, NW, Atl. GA 30318. EOE. Job #: C-16-2007 Deadline: July 31, 2007.

Thank you for placing your Rome News-Tribune Classified ad with us.

Your ad will now be reviewed by our Classified Department to be submitted to the newspaper (s) you've selected. If there are any issues with your ad, we will contact you.

Your order number is 54898570

Please refer to this number if calling us about your ad.

If you need to make changes to your order, cancel your ad or have questions about your order, please call our Classified Department Mon. -Fri. 8:00am-5:00pm at (706) 290-5200. You may also fax us at (706) 232-9632 or email us at rntclassifieds@rn-t.com.

Please print this page for your records.

Category: 0326 Professional, Technical
Lines: 34

Publication Details

Paper	Start Date	Duration
RNT	07/06/2007	10 days

Total Price: 475.09

All advertisements are confidential prior to publication. Information not published with the advertisement is confidential.

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APT Online Classifieds Versi

Columbia County News Tribune



Classified advertising insertion order

Reserve your space by fax. Send this sheet to 301-270-7241.

To: **Advertising/Production Director, Current Newspaper**

Date today: 7/5/07

Reserve space for a: ☐ boxed classified (\$62/column inch). Total col. in _____

☐ regular classified (\$1.10/word). No. of words: _____

For the [date] _____ issue of *Current*.

Job Title Radio News Bureau Chief

My name: Nakiesha M. Payton

My Title: HR Generalist

Phone no. 404 685 2634

Fax: 404 685 2403

E-mail: npayton@qpb.org

Purchase order no., if any: _____

If total is less than \$100, pre-payment by credit card or check is required.

If pre-paying with credit card, enter credit card information below.

If pre-paying by check (not recommended), *Current* must receive check on or before space reservation deadline (usually the Monday before each issue).

I understand that *Current* will bill me at the per-inch or per-word rate specified above.

☒ I will pay by credit card. Please charge \$_____ to the card

☒ Visa ☐ MasterCard ☐ American Express

Card no. 4715 2900 6338 4372 Expires 05/08

Card is in name of: Nakiesha M. Payton

Billing address for card: 260 14th St. N.W.
Atlanta, GA 30318

☐ Please send receipt ☐ by mail or ☒ by fax

☐ I am prepaying by check (see boxed note above).

☐ Please bill us. The total charge is \$100 or more. Send invoice to this person and address:

I agree to place the specified ad in issue of *Current* Newspaper on the date given. If I cancel the ad after deadline or fail to provide materials by deadline, I understand that I will be charged the full ad rate.

Signed

Nakiesha M. Payton
Nakiesha M. Payton

(MY NAME)

(SIGNATURE)

Office Use Only

Client

Copy Location

Final Word
Count

Final Price

Proof Sent

Recv'd

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FAX COVER SHEET

The Telegraph
careerbuilder.com

Date 7/5/07

Pgs w/ cover 3

To: Nakiesha

From LenoreEinbinder

Phone _____

Recruitment Specialist

Fax 404-685-2403

Phone:478-744-4322

Re: _____

Fax: 478-744-4467

Email: leinbinder@macon.com

careerbuilder.com

The Telegraph

INVITE US HOME

120 Broadway, Macon, GA 31201

www.macon.com

